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**To:** Amy Tharpe; Lake, Betsy; Cummings, Veronica; Emily Weinstein; Laura Arreola; Lydia Tan; Maybrun, Molly; Taj Tashombe; Tamara Moore  
**Sent:** 2/3/2020 11:41:39 AM  
**Subject:** Jan 11 notes for review

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Hi

The January 11 notes are currently downloaded in google docs. For some reason, my own business system is saying it can't read my credentials and I couldn't send via an outlook file.

Please note that yellow highlights mean additional information is needed. And also the spacing /pagination is off with the graphics, but we will fix that after all the comments are received.

I will see what happens with the January 22 notes. They will be next.

Thank you.

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*"An idea well-expressed is like a design of gold, set in silver"*  
-Proverb